



# **Departmental Quarterly Performance Report**

**Department Name:  
THE TASK FORCE ON URBAN ECONOMIC  
REVITALIZATION**

**Reporting Period:  
FY 2002-2003  
4th QUARTER**

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## MAJOR PERFORMANCE INITIATIVES

<p><i>Initiatives and Status</i></p> <p>Describe Key <i>Check all that apply</i></p> <p>Mgr. Priority (Circle One): <b>People</b> Service Technology Fiscal Responsibility</p>	<p><u>X</u> Strategic Plan</p> <p><u>X</u> Business Plan</p> <p><u>X</u> Budgeted Priorities</p> <p>___ Customer Service</p> <p>___ ECC Project</p> <p>___ Workforce Dev.</p> <p>___ Audit Response</p> <p><u>X</u> Other <u>Task Force Strategic Plan</u></p> <p>(Describe)</p>
<p><b><u>Policy Advisement and Research:</u></b></p> <ol style="list-style-type: none"> <li>1. Staff completed and submitted for Board approval, an advisory paper related to Mom &amp; Pop programs which encompassed a review of current delivery systems and the preliminary responses to a Task Force administered business survey.</li> <li>2. Staff completed and submitted for board approval, an advisory paper related to Historic Preservation as a strategy for economic revitalization in Targeted Urban Areas. This paper included a study of national and state trends in this area as well as a review of the recently completed Historic Restoration demonstration project recently concluded by the Urban Task Force.</li> <li>3. Staff directed a market analysis study of major TUA communities. Four area studies have been completed thus far; North Dade, Richmond Heights, Model Cities and Coconut Grove.</li> <li>4. Staff completed the update of the Community Profiles” document which now includes the most recent census data.</li> </ol>	
<p>County Mgr. Priority (Circle One): <b>People</b> Service Technology Fiscal Responsibility</p> <p><b><u>FISCAL PROGRAMS:</u></b></p> <ol style="list-style-type: none"> <li>1. Stability Loan Program: Capitalized at \$884,000, the program has funded twenty five local small businesses. Current total repayment including principle and interest is approximately \$150,000.</li> <li>2. TUA- Revolving Loan Grant Program: This program provides funding for large scale economic development programs. During this quarter three applications were submitted for review. Two loans previously submitted were underwritten, presented and approved by the Section 108 Loan Committee which resulted in a commitment of \$11.2 million from the fund.</li> <li>3. Mom &amp; Pop Grant Fund: This fund provides small grants to neighborhood businesses county wide. The total fund disbursement for this quarter was \$475,857.</li> </ol>	<p><u>X</u> Strategic Plan</p> <p><u>X</u> Business Plan</p> <p><u>X</u> Budgeted Priorities</p> <p>___ Customer Service</p> <p>___ ECC Project</p> <p>___ Workforce Dev.</p> <p>___ Audit Response</p> <p><u>X</u> Other <u>Task Force Strategic Plan</u></p> <p>(Describe)</p>

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County Mgr. Priority (Circle One): <b>People</b> <i>Service Technology Fiscal</i> <i>Responsibility</i> <b><u>BOARD MANAGEMENT:</u></b>  Three general Task Force meetings and two committee meetings were held (Sec. 108 and Commercial Revitalization)	<i>Strategic Plan</i> <input checked="" type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>Audit Response</i> <input checked="" type="checkbox"/> <i>Other Task Force</i> <i>Strategic Plan</i>

## PERSONNEL SUMMARY

### *A. Filled/Vacancy Report*

NUMBER OF FULL-TIME POSITIONS *	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	6	1225	6	0	6	0	6	0	6	0

### Notes:

### *B. Key Vacancies*

None

### *C. Turnover Issues*

None

### *D. Skill/Hiring Issues*

None

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REVITALIZATION****Reporting Period: 4th QUARTER*****E. Part-time, Temporary and Seasonal Personnel******(Including the number of temporaries long-term with the Department)*****One (1) Temporary Employee as receptionist*****F. Other Issues*****None****FINANCIAL SUMMARY**

(All Dollars in Thousands)

	PRIOR YEAR  Actual	CURRENT FISCAL YEAR						
		Total Annual Budget	Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
<b>Revenues</b>								
♦ Interest	30	21	5	6	21	21	0	100%
♦ GF Transfer	1063	1225	306	0	1225	1225	0	100%
♦ M & P Grant	300	1300	325	485	1300	485	815	37%
♦								
<b>Total</b>	1393	2546	636	491	2546	1731	815	68%
<b>Expense</b>								
<b>Personnel &amp; Operating</b>	584	904	226	132	904	579	325	64%
<b>Projects</b>	514	321	80	62	321	319	2	99%
<b>Mom &amp; Pop Grant</b>	220	1300	325	475	1300	550	750	42%
<b>Total</b>	1318	2525	631	669	2525	1448	1077	57%

**Comments:** Mom & Pop Grant program funds were allocated for the fiscal year ending September 30, 2003. Contracts with the recipients have an expiration date of December 31, 2003

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### Equity in pooled cash (for proprietary funds only)

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
650/651	2458	2133	1941	1630	2626
650/655	-883	-883	-883	-883	-883
<b>Total</b>					

### Comments:

In Fund 650/655 Stability Loans were booked as Notes Receivable. The portfolio is being serviced by MDHA and they were not able to reduce the Notes Receivable by the amount of payments that were received during the year. (The payments were transferred in October 2003)

### ***STATEMENT OF PROJECTION AND OUTLOOK***

**The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:**

Notes and Issues: We do not anticipate any deviation from the authorized budget at this time.

### **DEPARTMENT DIRECTOR REVIEW**

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

\_\_\_\_\_  
Signature

Department Director

Date \_\_\_\_\_